

CITY/COUNTY MANAGERS TECHNICAL ADVISORY COMMITTEE

THURSDAY, August 4, 2016

******10:15-11:00 A.M.******

LOCATION:

SANBAG
Board Room - First Floor Lobby
1170 W. 3rd Street, 2nd Floor, San Bernardino, CA 92410

Introductions

Council of Governments

- 1. Grant Workshop on Wednesday, October 19, 2016 – Duane Baker, SANBAG**
SANBAG will be hosting a grant-writing workshop this fall for our member agencies. As we prepare the materials we want to see if there are any specific needs that need to be addressed such as: how to research available grant opportunities; strategies for developing winning grant opportunities; primary grant needs such as transportation, water, community services, neighborhood revitalization etc.; and any other needs. This feedback will help as we develop the materials for the workshop.
- 2. Council of Governments Fiscal Year 2016/2017 Work Plan – Duane Baker, SANBAG**
After presenting the draft Work Plan to the Board of Directors a COG Ad Hoc Committee of the Board was formed to help provide focus and direction to staff. As we prepare for the first Ad Hoc meeting any input from City/County Managers on the proposed Work Plan would be appreciated. Are there issues not addressed by the Work Plan or are there items on the Work Plan that should not be because they have limited value?

Transportation

- 3. Measure I Annual Reports – Ellen Pollema, SANBAG**
2016-2021 Capital Improvement Plans and 2017-2022 Capital Project Needs Assessments are due to SANBAG by September 30, 2016. The 2017-2022 CPNA Report process is being modified and the online version of the CPNA database will tie into the 2015 Nexus Study.

Adjournment

Our next scheduled meeting date is Thursday, September 1, 2016

Meeting Procedures and Rules of Conduct

Meeting Procedures - The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility - The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas - All agendas are posted at 1170 W. 3rd Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed at the SANBAG offices located at 1170 W. 3rd Street, 2nd Floor, San Bernardino and our website: www.sanbag.ca.gov.

Agenda Actions - Items listed on both the "Consent Calendar" and "Discussion" contain recommended actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors or unanimous vote of members present as provided in the Ralph M. Brown Act Government Code Sec. 54954.2(b).

Closed Session Agenda Items - Consideration of closed session items excludes members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item - Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a "Request to Speak" form, provided at the rear of the meeting room, and present it to the Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for each item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. Members of the public requesting information be distributed to the Board of Directors must provide 40 copies of such information in advance of the meeting, except for noticed public hearings. Information provided as public testimony is not read into the record by the Clerk.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times - The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board’s authority. Matters raised under “Public Comment” may not be acted upon at that meeting. “Public Testimony on any Item” still applies.

Disruptive or Prohibited Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive or prohibited conduct includes without limitation addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, or otherwise preventing the Board from conducting its meeting in an orderly manner. Your cooperation is appreciated!



San Bernardino Associated Governments

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•San Bernardino County Transportation Commission •San Bernardino County Transportation Authority
 •San Bernardino County Congestion Management Agency •Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 28

Date: June 1, 2016

Subject:

Council of Governments Work Plan

Recommendation:

Review the proposed Council of Governments (COG) work plan and provide direction as appropriate.

Background:

SANBAG is involved in a wide variety of COG activities. The two major principles that guide the work plan are: a) save money for residents and local governments; and b) assist with coordination and collaboration when it makes sense for agencies to work together rather than individually.

The Board has approved the addition of two staff members dedicated to COG activities and their addition in Fiscal Year 2016/2017 will make an even wider array of activities possible. What follows is a brief listing of the major activities anticipated to be explored or pursued in the coming year. These items are either a continuation of current activities, or are ideas suggested by the Board of Directors at its strategic planning session in 2015. Not all of these items will be implemented. A number of the items on the list will be researched further for feasibility and will be brought back to the Board of Directors for subsequent discussion and direction.

- Forest Management Plan – Coordinate the preparation of environmental analyses and management plans for portions of the San Gabriel Mountains, specifically to improve outdoor recreation opportunities at Cucamonga Canyon and Lytle Creek.
- City/County Conference – Plan and put on in Spring 2017 the annual forum for all local elected officials from throughout the county to discuss issues of mutual concern, share best practices, and serve as a forum on topics of importance to the region.
- City/County Manager’s Technical Advisory Committee – Facilitate and host monthly meetings of all city managers and the County CEO to coordinate responses to region-wide issues, state mandates and identify areas of cooperation and cost sharing.
- Planning and Development Technical Forum – Provide a regular forum for interaction among planning and development representatives of member agencies on planning issues of multi-jurisdictional importance.
- Countywide Vision Jobs/Economy Element Group – Focus this year will be on furthering implementation of best practices identified last year, adopting measures to help “business friendliness”, and develop ways to increase coordination and development streamlining with regional, state and federal agencies.

Entity: COG

- **Countywide Vision Environment Element Group** – Continue with next phase of work associated with regional cooperation to provide for habitat conservation and economic growth.
- **Property Assessed Clean Energy Programs** – Continue the SANBAG sponsored HERO Program allowing for financing of energy efficiency, water conservation and clean energy projects. Conduct compliance audit of PACE providers in accordance with Board adopted Consumer Protection Policy.
- **Grant Writing Services** – Provide educational seminars to member agencies on how best to compete for grants such as those related to transportation, sustainability, growth, energy, health, and air quality. Coordinate forums and provide information to jurisdictions to maximize our success rate.
- **Air Quality Planning** – Assist in air quality attainment efforts for the County so growth can continue. Help represent our County's unique needs with state and regional air quality agencies. Keep our region informed of Air Quality Management Plan adoption and implementation. Work with regional partners to inform federal agencies of clean air improvements made and potential impacts of federal rules.
- **Regular Communication on COG Activities** – Publish a regular newsletter on at least a quarterly basis communicating specific COG activities and issues.
- **Annual Work Program** – Provide the Board with an annual COG work program for review and direction.
- **Growth Forecasting** – Prepare the city-level and small area growth forecast and work with SCAG on the Scenario Planning Model that will be used to support development of the 2020 Regional Transportation Plan and Sustainable Communities Strategy. The data is accessible to all jurisdictions to supplement their land planning activities.
- **Community Vital Signs** – Participate in this County initiative to develop measures and best practices for community health and wellness. Provide expertise in active transportation modes and regional planning.
- **Electric Vehicle Readiness** – Prepare an RFP for assistance to develop a regional EV charging network and apply for state grants to fund implementation.
- **Alternative Fuels** – Implement a program to deploy battery powered yard trucks at the BNSF rail yard and a distribution facility in Fontana that is funded by a state grant. Look for grants and other funding opportunities to promote further adoption of alternative fuels.
- **Energy Leader Partnership** – In cooperation with the Gas Company and SCE, develop and implement regional programs, like the LED Holiday light exchange, that assists agencies in improving their energy efficiency and rewarding those improvements with rebates to their energy bills.
- **Community Indicators Report** – Provide funding and staff support for the preparation of the 2016 edition.
- **Regional Forums** – Host forums in subregions and with other regional partners (e.g. WRCOG and SGVCOG) to discuss issues of concern.
- **Ontario International Airport** – Coordinate with OIAA and local and regional governments on ways to assist in the success of ONT.
- **Non-Profit** – Explore the concept of creating or partnering with a regional non-profit to apply for funding opportunities not available to governments.
- **Emergency Preparedness** – Find new ways for regional collaboration in emergency preparedness.

- Tourism – Explore opportunities to enhance regional marketing and tourism.
- Regional Trails – Coordinate development, funding and improvement of regional trails.
- Economic Development – Increase regional collaboration in economic development.
- Homelessness – Help coordinate and increase communication in response to homelessness.
- Opioid Abuse – Seek grants for educational materials and programs on the issue and on model ordinances that cities can use to address the issue.
- Public Safety Communications – Facilitate discussion and seek grants to fund studies and improvements for regional public safety communications.
- Green Building –Explore a Green Building program and related model ordinances.
- Broadband Access – Increase broadband access for underserved communities through grants and collaboration.
- Clean Cities – Explore forming a Clean Cities Program.
- National Pollutant Discharge Elimination System (NPDES) – Coordinate with cities and the County the review and response to the regional water quality control board permit to meet this federal requirement. Potential costs for these regulations could be quite high and have impacts on other city operations.
- Community Choice Aggregation – Complete a feasibility study in cooperation with WRCOG and CVAG on local control of power procurement with the goal of reducing electricity costs for residents and businesses. Host a workshop on the topic and present findings to the Board of Directors for direction.
- LED Streetlights – Explore a regional program to convert existing streetlights to more energy efficient LED technology. Look at similar program in WRCOG as an example of a way to save money for interested cities.

Financial Impact:

This item is consistent with the proposed SANBAG budget. Subsequent activities may require additional expenditures which will be presented to the Board of Directors as separate items.

Reviewed By:

This item has not received prior policy committee or technical advisory committee review.

Responsible Staff:

Duane Baker, Deputy Executive Director

Minute Summary:

Council Member Wapner asked for the creation of an Ad Hoc Committee to formulate a work plan and prioritize the list of proposed Council of Government activities. Both Supervisor Gonzales and Council Member Schmidt were in agreement that creating an Ad Hoc Committee would be in the best interest of staff and the Board.

RESULT: **RECEIVED**

Approved
Board of Directors
Date: June 1, 2016

Witnessed By:


V. Watson, Clerk of the Board

06/01/2016